

**RENAISSANCE ZONE AUTHORITY  
MEETING MINUTES  
September 20, 2011**

The Bismarck Renaissance Zone Authority met on September 20, 2011 in the 2<sup>nd</sup> Floor Conference Room in the City-County Office Building at 221 North 5<sup>th</sup> Street.

Authority members present were Dave Blackstead, Jim Christianson, Chuck Huber, Kevin Magstadt and Curt Walth.

Authority members George Keiser and Brenda Smith were absent.

Technical advisor Jeff Ubl was present.

Staff members present were Jason Tomanek, Kimberley Gaffrey, Carl Hokenstad, Kim Lee and Brenda Johnson.

Guest present was Dawn Kopp (Downtowners).

**CALL TO ORDER**

Chairman Blackstead called the meeting to order at 4:00 p.m.

**MINUTES**

The minutes of the June 28, 2011 meeting were distributed with the agenda packet.

**MOTION:** A motion was made by Mr. Walth and seconded by Mr. Magstadt to approve the minutes of the June 28, 2011 meeting as received. The motion passed unanimously with members Blackstead, Christianson, Huber, Magstadt and Walth voting in favor.

**INTRODUCTION OF NEW RENAISSANCE ZONE AUTHORITY MEMBER**

Chairman Blackstead introduced the new Renaissance Zone Authority member, Jim Christianson.

**DISCUSSION OF PROGRAM INPUT MEETINGS**

Mr. Tomanek said that during the July 26, 2011 Board of City Commissioners meeting the Renaissance Zone Authority was asked to gather information on the Renaissance Zone program. Since that time staff has met with Commissioners Askvig and Smith to clarify the type of information the Commission is interested in and the manner in which it could be collected and disseminated. He went on to say that as a result of that discussion, a series of questions will be developed to help gather the information and responses relating to the Renaissance Zone. As

staff envisions it, developers, property owners and other stakeholders that work with the Renaissance Zone program, as well as those who have not used the program, would be invited to comment on the series of questions. Mr. Tomanek continued by saying this could be done by staff or a committee of the Renaissance Zone Authority. The role of the Renaissance Zone Authority will be to evaluate the information and formulate a recommendation for the Board of City Commissioners. He added that staff is hopeful that the information can be gathered and included with any additional overall Development Plan amendments and be delivered to the Board of City Commissioners by the end of this calendar year.

Mr. Tomanek continued by saying staff will also be looking at what other communities in North Dakota have done with the Renaissance Zone program during the life of the program. In particular, staff has been asked to research if other communities have a graduated reduction of the property tax exemptions during the 5-year exemption period. Mr. Tomanek concluded by saying, in an effort to gather well-rounded comments and input, it would be beneficial for the Renaissance Zone Authority to discuss this topic, including the consideration of potential members of the community that could provide insight, comments and suggestions as they pertain to the Renaissance Zone program and any questions the Renaissance Zone Authority members think should be asked. It has been suggested that a minimum of 12 individuals be contacted and asked to comment on the list of questions. After the meeting, the discussion can move forward and staff will begin conducting the interviews, collecting the responses and transcribing the information requested.

There was discussion amongst the authority members and staff regarding the Renaissance Zone program. The general consensus was to have staff move forward with contacting potential developers, stakeholders and property owners regarding their perceptions and utilization of the Renaissance Zone Program. Staff was also asked to expand the list of potential individuals to interview and broaden the list of questions that would be asked of the aforementioned individuals. The information would be collected by interviews with City staff and members of the Renaissance Zone Authority if they are willing and able to participate.

## **STATUS OF APPROVED RENAISSANCE ZONE PROJECTS**

Mr. Tomanek said that no Renaissance Zone projects have been closed out since the last Renaissance Zone Authority meeting.

## **STATUS OF APPROVED CORE INCENTIVE PROJECTS**

Mr. Tomanek said that no CORE Incentive Program Projects have been closed out since the last Renaissance Zone Authority meeting.

## **OTHER BUSINESS**

Mr. Tomanek showed the Renaissance Zone Authority members the samples of the proposed brick colors and other materials that would be used for the rehabilitation project by HST, LLC for the site at 506/510 East Main Avenue.

**MOTION:** Mr. Christianson made a motion to approve the brick colors and materials as presented for the rehabilitation project by HST, LLC for the site at 506/510 East Main Avenue. Mr. Magstadt seconded the motion and it passed unanimously with members Blackstead, Christianson, Huber, Magstadt and Walth voting in favor.

## **ADJOURNMENT**

There being no further business, Chair Blackstead adjourned the meeting of the Bismarck Renaissance Zone Authority at 5:03 p.m.

Respectfully Submitted,

---

Kimberley Gaffrey  
Recording Secretary

---

David Blackstead  
Chair